U.S. Army Corps of Engineers
Rock Island District

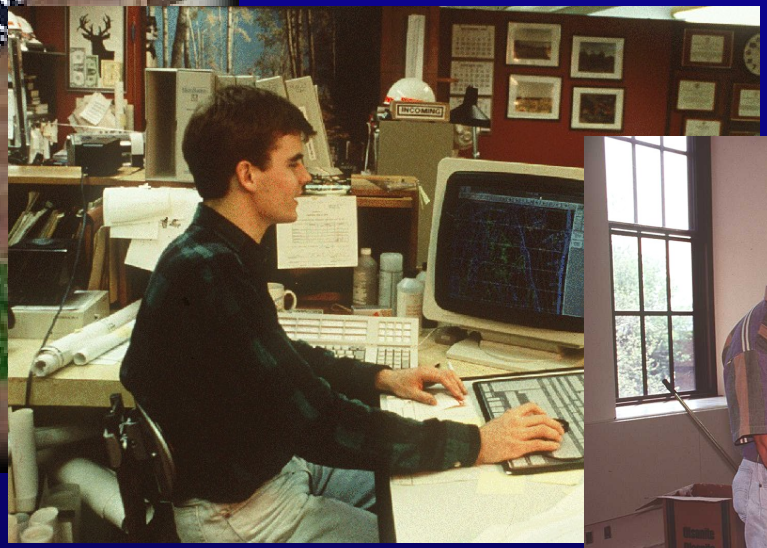
FY01 Training Program Briefing

Rock Island District

COL William J. Bayles

Commander

11 July 2000



Rock Island District

Annual Training Program Briefing

Agenda

Opening Remarks	MG Anderson
District Welcome	COL Bayles
District Level Briefing	LTC Brunso
Division & Process Level Briefings Division/Office Chiefs	
Closing Remarks	MG Anderson

Annual Training Program

Division & Process Level Briefings

Programs, & Project Management Division — Mr. Gary Loss

Operate and Maintain Facilities Business Process — Mr. Jim Blanchar

Engineering Division — Mr. Joseph Raoul

Office of Counsel — Mr. Larry Barnett

Real Estate Division — Ms. Patricia Dice

Construction Division — Mr. Joseph Kellett

Resource Management Office — Mr. Mike Bunch

Regulatory Branch — Mr. Steve Vander Horn

Contracting Division — MAJ Doug Cooper

Rock Island District Management Model

Version Date 16-Jun-99

SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG

1. Strategic Planning Process

- Define Strategic Planning Process
- Conduct Strategic Planning Workshop
- Specify Strategic Priorities

PRODUCT 1: **Strategic Business Plan**

2. Business Process Improvement Process

- Define Business Process Improvement Process
- Conduct Business Process Workshop
- Specify Business Process Priorities

PRODUCT 2: **Business Process Plan**

Key:

- Element In Use
- Work In Progress
- Not Yet Implemented

3. Job Improvement Process

- Define Job Improve Process
- Conduct Job Improve Workshop
- Specify Job Improve Priorities

PRODUCT 3: **Job Plan**

PRODUCT A:

PRODUCT B:

PRODUCT C:

4. Operations Plan

- Strategic Priority Objectives Action Plans
- Business Process Improvement Action Plans
- Job Improvement Action Plans

PRODUCT 4: **Operations Plan**

5. Organizational Performance Review Plan

- ESC Meetings
- Management Leadership Forum (Business Meeting)
- Project Leadership Forum (Project Review Board)
- Human Resource Leadership Forum

PRODUCT 5: **Org Perform Review Plan**

6. Army Community of Excellence Submission

- Define ACOE Process
- ACOE Team Schedule and Hold Working Sessions
- ESC Intention to Submit
- Identify ACOE Contributors
- Identify SOCs

PRODUCT 6: **ACOE Submission**

ACOE Feedback Report

Annual Training Program Briefing

5 CFR 410.203 (a)

A training needs assessment process will be employed at all levels to systematically link training and development plans and resources to the mission, strategic plans, performance goals, and priorities. Individual assessment will focus on the specific knowledge, skills, and abilities required of employees as well as enhance individual performance requirements.

District Commander's Intent

- **Wisely Use Our Critical Resources -- People, Time and Money**

- **Sustain Our Technical Capabilities & Develop Future Capabilities**

- **Sustain Our Place as the "Engineer Team of Choice in the Midwest"**

By:

- **Developing our Workforce for the 21st Century;**

- **Achieving our Strategic Priorities;**

- **Aligning Business Processes to Best Serve Customers;**

District Commander's Intent
(Continued)

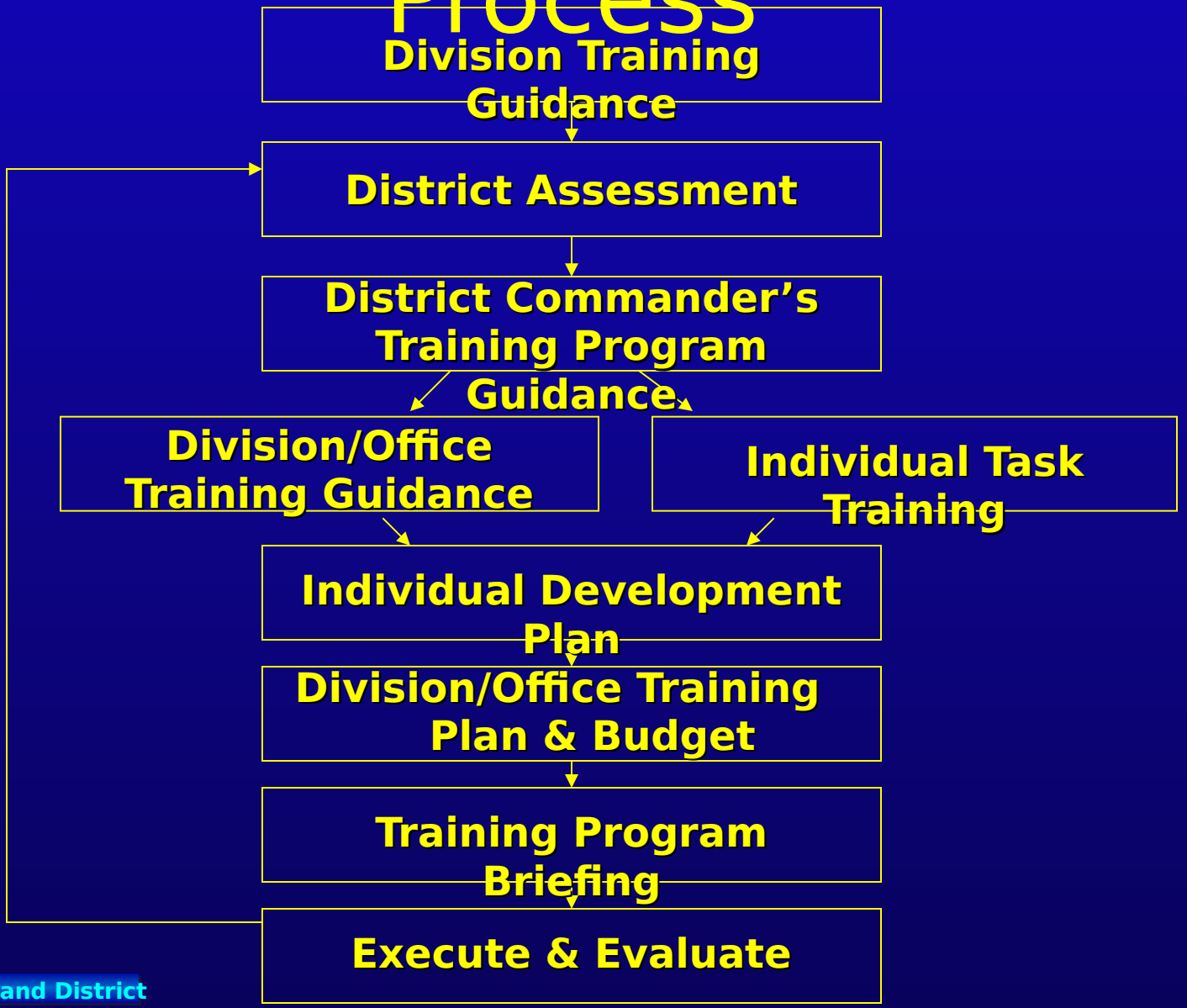
- Conduct Mission and METL Assessments
- Focus Resources
- Identify & Train on Key Mission Tas
- Support District Strategic Priorities
- All Employees Receive Fair Consideration
- Training Incorporated Into:
  - Five-Year Individual Development Plans;
  - Division/Office/Process Training Program Plans & Budgets; and,
  - District Training Program Plan & Budget.

Rock Island District

Training Cycle

Rock Island District

Training Plan Development Process



Rock Island District

Identify The Training Need

Components

MVD Guidance

Mission

METL Assessment

Deliverable:
District Commander's Training Guidance

MVD Guidance

- MVD Master Events Schedule
- Training will be METL orientated, IDP documented
- Planning and Project Management Training
- Automated Five Year IDP
- Marketing the Corps training
- ACTED Intern Program

Mission

The U.S. Army Engineer District, Rock Island, provides technical services to manage the District's water resources and the lands and facilities under its jurisdiction for the Nation.

Rock Island District

Mission Essential Task List

- Satisfy the Needs and Requirements of Our Customers
- Invest in the Future of the Co
- Meet Our Nation's Needs
- Efficiently and Effectively Operate and Maintain the Water Resources, Lands and Facilities Under Our Jurisdiction
- Mitigate the Effects of Flood Waters in the District's Area of Responsibility

Busines
s
Drivers

Rock Island District

Assessment

Task: Satisfy the Needs and Requirements of our Customers

	FY99	FY00
Assessment:	P	P

Rationale:

+ Quality Control/Quality Assurance
+ Public Hearings/Meetings
+ Internet
+ Customer Feedback at PRB
o Customer Interaction Plans
o Customer Satisfaction Survey

Assessment

Task: Invest in the Future of the Corps

	FY99	FY00
Assessment:	P	P

Rationale:

+ District Management Model
+ Strategic Planning Process
+ Facilities
+ Safety Program
o Major Business Processes
o Technology
o Training and Career Development
- Job Performance Process

Assessment

Task: Meet Our Nation's Needs

	FY99	FY00
Assessment:	**P**	**T**

Rationale:

+ Market Plan
+ Support for Others
+ Bridge Inspection Capability
o Military Programs Mission
o DPW Mission
o Marketing Capability

Assessment

Task: Efficiently and Effectively Operate and Maintain the Water Resources, Lands and Facilities Under Our Jurisdiction

	FY99	FY00
Assessment:	T	T

Rationale: + Execution of the Annual O&M Program

+ Recreational Visitors' Surveys
+ Barge Industry Surveys
+ Water Control
+ DPW Experience and Capability

Rock Island District

Assessment

Task: Mitigate the Effects of Flood Waters in the District's Area of Responsibility

	FY99	FY00
Assessment:	T	T

Rationale:

+ Flood Area Engineers
+ Levee Inspections
+ Intelligence Collection and Analysis
+ EOC
+ Information Management System
+ Flood Response Readiness

Assessment

Task: Provide our Partners and Higher Headquarters with Appropriate Information

	FY99	FY00
Assessment:	T	T

Rationale:

+ Congressional Briefings
+ State Meetings
+ Congressional Inquiries
+ Low Water Inspection Trip
o Partnering Summits

Commander's Training Objectives

- Sustain Strategic Business Planning Process
- Align Major Business Processes
- Sustain Job Performance Process Improvements
- Refine METL Process
- Achieve Capability for 100% of the District Staff and Project Managers to Brief Our Capabilities to Potential Customers
- Sustain a High Level of Operations & Maintenance Capability
- Sustain a High Level of Emergency Management Readiness
- Increase Number of Valued Partnering Summits
- Initiate the automated IDP
- 100% Divisions/offices to Have at Least One Employee Proficient in Basic Internet/web-page Development
- Build Training Budget Data Base

Commander's Training Objectives

- 100% of the Maintenance Officers & Coordinators Trained On Maintenance Management System
- 100% of the Hand-Receipt Holders Trained on Command Supply Discipline Program
- Schedule and Conduct Low Density Training
- Focus Individual Training Requirements on Mission Essential Tas
- 100% of Workforce Trained on Consideration of Others
- Maximize Developmental Training & Assignment Opportunities
- Increase Number of Personnel Improving Work Skills Through Of Duty Training
- Initiate Wage Grade Long Term Training
- Minimum of One General Schedule Employee to Attend Long Ter Training

Develop The Training Plan

Components

- Improvement Strategy
- Automated IDP
- Professional Certificat
- Long Term Training
- Mandatory Training
- Budget

Training Plan Deliverables:

Prospect List
Training Nominees/selectees
Event Calendar
Budget

Improvement Strategy

Task: Satisfy the Needs and Requirements of Our Customers

Goal: P → T

Event:

- Delight the Customer Business Driver
- Mississippi River Listening Sessions

Improvement Strategy

Task: Invest in the Future of the Corps

Goal: P → P

Events:

- Strategic Planning Workshop
- Business Process Improvement Workshop
- Job Performance Improvement Workshop
- METL Process Training
- Long Term Training

Improvement Strategy

Task: Seek Growth Opportunities

Goal: T → T

Event: Marketing the Corps training

Improvement Strategy

Task: Efficiently and Effectively Operate and Maintain the Water Resources, Lands and Facilities Under Our Jurisdiction

Goal: T → T

Event:

- Annual Union-Management Joint Training
- Lock Master Conference

Improvement Strategy

Task: Mitigate the Effects of Flood Waters in the District's Area of Responsibility

Goal: ~~T~~ → T

Event: Annual EOC Exercise & PRT Training

Improvement Strategy

Task: Provide Our Partners and Higher Headquarters with Appropriate Information

Goal: T → T

Event: Partnering Meetings/Events

Automated IDP

Employee assesses professional needs

employee /supervisor counseling session, agre upon plan

Employee updates IDI resulting in an unconstrained plan

Office cross-walks Division training plan and budget

Office builds constrained training plan

Execute Training Plan

Employee updates IDP

Supervisor assesses Division's needs

Rock Island District

Long Term Training

Fully Funded Civil Schooling

- **Compete for both USACE and DA**
- **Employee requests submits request,with Supervisor recommendation**
- **Training committee reviews, and recommends applicants for forwarding to USACE**

Wage training plan

- **Plan is written**
- **Working with Partnership Council on selection criteria**

Developmental Assignments

- **Division Managed**
- **Utilize Job Vacancies as Opportunities**

Mandatory Training

- **DA Directed: General Work conditions:**
  - **SEADA, EEO, Procurement Fraud, Deployment Readiness**
- **USACE Directed: Mission Related, Stovepipes:**
  - **ENGlink, PRT Mission,**
- **Division Directed: Specific Mission, Specific Needs:**
  - **Hurricane response, Marketing**
- **District Directed: Site Specific:**
  - **Crane Safety**

Professional Certification

CERTIFICATION	DATES (Est)
• **License to Practice Law (Iowa)**	**FY01, 3rd Qtr**
• **PMI**	**On-Going**
• **PE**	**On-Going**
• **Real Estate Appraisers**	**On-Going**
• **Divers**	**On-Going**
• **Welders**	**On-Going**
• **DAWIA Certification**	**On-Going**
• **Boat Operators/Pilots**	**On-Going**

FY01 Training Budget Constrained

Category	Labor	Tuition	PerDiem	Travel	TOTAL
Training Events	$1,326,679	$349,702	$173,050	$112,850	$1,962,281
PROSPECT	$252,524	$222,195	$114,198	$76,652	$665,569
TOTAL	$1,579,203	$571,897	$287,248	$189,502	$2,627,850

Rock Island District

Training Events Schedule (USACE)

EVENT	DATES (Est)
District Commander's Course	Oct
Small Business Conference	Mar
APIC Workshop	Jan - Mar
Project Delivery Team Conference	Oct
Planning Chief's Conference	Mar
District Commander's Conference/ENFORCE XXI	May
Legal Services Conference	Jun
PQA Evaluation	Jun
Senior Leaders Conference	Aug
HR & EEO Conference	Sep

Training Events Schedule (USACE)

EVENT	DATES (Est)
ENGLink Training	Annual
EM/RM Emergency Financial Management Training	Annual
PRT Training (FEMA response efforts - ICE team)	Annual

Training Events Schedule (MVD)

EVENT	DATES
COC	Jul
BOD/RMB	Quarterly
Staff Inspection Visit	Aug
MRC Low-Water Inspection Trip	Aug
REGIS Meeting	Semi-Annual
METL Assessment Breifing to CG	Fall
Water Safety Conference	Jan - Mar
AGC Conference	Feb
District Budget Hearings	Feb - Mar
Automated Budget System Training	Feb - Mar
Programs Development Chief Tm Building Conf	May

Training Events Schedule (MVD)

EVENT	DATES
ConOPs Technical Board Meeting	TBD
Regulatory Meeting	TBD
Emergency Manager's Meeting	TBD
Water Control Meeting	TBD
E-Action Meeting	TBD
Cost Engineering Meeting	TBD
Levee Design Conference	TBD
Channel Improvement Planning Trip	TBD
A-E Contractors Conference	TBD
Joint Dam Safety Conference	TBD
Public Affairs Conference	TBD
Logistics Management Conference	TBD

Training Events Schedule (Rock Island)

EVENT	DATES
Customer Satisfaction Training	Oct - Nov
Ethics Training	Oct - Nov
SAEDA Training	Oct - Nov
Marketing Training	Oct - Nov
Strategic Planning Workshop	Nov - Dec
Annual EOC Exercise	Nov - Dec
AIDP Review	Dec - Feb
Partnering Training	Jan - Mar
Property Accountability Training	Jan - Apr
Maintenance Management System Training	Jan - Apr
Credit Card Training	Jan - Mar
EEO Training for Senior Leaders	Jan

Training Events Schedule (Rock Island)

EVENT	DATES
Annual Union-Management Joint Training	Feb - Apr Est
LEAD Training	Mar - Apr
Procurement Fraud	May
Business Process Improvement Workshop	Jun - Jul
Internet/Intranet Training	Jul - Sep
Job Performance Improvement Workshop	Aug - Sep
MRC Low Water Inspection Trip	Aug
EEO Training for Senior Leaders	Aug
Prevention of Sexual Harassment	Annual
Consideration of Others	Semi-Annual
PRIP Committee Meeting	Quarterly
Safety Committee Meeting	Quarterly
Human Resources Review	Quarterly

Training Events Schedule (Rock Island)

EVENT	DATES
Executive Steering Committee Meeting	Monthly
Project Review Board	Monthly
Budget Review Meeting	Monthly
Staff Meeting	Monthly
Incentive Awards Committee Meeting	Monthly
DMMP Committee Meeting	Monthly
CADD/GIS Committee Meeting	Monthly
Special Emphasis Program Committee	Monthly
Partnership Committee	Monthly
Sunrise Meeting	Weekly

Execute The Training Plan

Components

- Prospect Courses
- Non-USACE Courses
- Fully Funded Schooling Training
- Developmental Assignments
- Wage Grade Training
- Internal Training

Training Plan Deliverables:

Trained Employee

Corps needs met

FY00 Prospect Courses

# of Spaces Requested	# of Spaces Received	# of Spaces completed	# of Spaces cancelled
207	194	115	5

Cancellation explanations:

DPW cancellation		25
Prospect changes		13
Job Change/Vacancy	6	
Weather	1	
Job related		4
Personal	2	

Fully Funded Schooling

- Forwarded 5 applicant packages to USACE
- 4 applicants approved for USACE sponsorship
- 3 will attend St Ambrose University, Davenport
- 1 will attend University of Iowa, Iowa City

Developmental Assignments

- Back fills for 3 long term training
- PAT Leader and member assignments

Long Term Wage Grade Training Plan

- **Objective: Match the needs of the District with the training needs of our wage grade employees.**

- **Goal: Initiate the program in 2000.**

- **Process:**
  - **-Identify District long term needs.**
  - **-Determine and resource training plan.**
  - **-Solicit and select trainee.**
  - **-Conduct training**

- **Milestones:**
  - **Match applicable skills with District needs ongoing**
  - **Establish procedures**
  - **ongoing**

Internal Training

Largest training program in the district

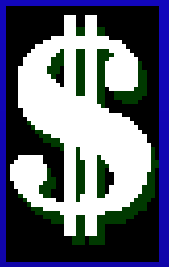
Used to meet DA level requirements:

- **Consideration of Others**

Used to meet division specific requirements

- **PM: Planning for Project Managers, ARCVIEW-GIS, NEPA Training, Geomorphology Workshop,Endangered Species Workshop**
- **OD-RB: Plant Identification, Hydric Soils, Mitigation Success**
- **OD: Crane Safety, First Aid, Boat Safety, Diving**

FY00 Training Expenses Through April



BUDGET: $2,419k
ACTUAL: $954k

WHY?

- **Unavailable Training**
- **"No/Low cost" training secu**
- **CEFMS Work Items Use Spot**
- **Billing Lag**
- **Significant Training Last 5 M**

SOLUTION

Accrue Expenses
Reinforce Work Item Use

Rock Island District

Assess The Training

Components

- **Annual Employee Climate Survey**
- **Training Budget Execution Review**
- **Training Program Execution Review**
- **Mission Execution**

Assessment Deliverables:

Training Assessment Brief to MVD CG
ESC review of Climate Survey
Budget Execution
METL Assessment
AAR

Employee Survey

- Conducted Annually
- Executing office: PM
- Reviewed by the ESC
- Utilized for our Quality Application
- Change this year: Partnering Council input

Lessons Learned

- Tie into employee annual evaluation timeframe
- Tie METL deliverables and performance measures to employee TAPES
- Request USACE for more detailed CEFMS training
- Employees do a METL assessment for their work unit, it should not be much different than management's assessment
- Update employees periodically - get their buy in
- District is hiring a training coordinator
- METL process must be cross walked with budget process at all levels
- Requires Full-Time Training Officer

Automated IDP Lessons Learned

- Automated IDP Not Ready for Prime Time
- IDP Development and AIDP Update at Performance Review
- Develop Standards for Course Names
- Use Priority Field as Year Indicator
- Educate Employees on AIDP
- Provide Written Guidance Concerning Cost Estimating
- Fields not large enough
- Possible link to CEFMS?

Planning, Programs and Project Management Division

Mr. Gary Loss

Rock Island District

Planning, Programs And Project Management

Division METL Assessment

METL Task	FY99	FY00	FY01
Comply with all laws and regulations in producing, managing, and coordinating our products and reports.	P	P	T
Develop program documents to acquire federal appropriations and reprogram funds.	P	P	T
Manage the scope, quality, cost, budget and scheduling of projects.	P	P	P
Conduct water resources development	P	P	T

Planning, Programs And Project Management

Division METL Crosswalk

METL Task	Prospect Courses	Other Gov't Courses	Non-Gov't Courses	Developmental Assignment	OTJ Training
Comply with all laws and regulations in producing, managing, and coordinating our products and reports.	P			S	S
Develop program documents to acquire federal appropriations and reprogram funds.	P			S	S
Manage the scope, quality, cost, budget and scheduling of projects.	P	S	S	S	S
Conduct water resources development and outreach.	P	S	S	S	S
Conduct public involvement activities.	S	P	S	S	S

P = Primary means

Rock Island District

Planning, Programs And Project Management

Division FY01 Training Plan

COMPONENT	COMMENTS	STATUS
Prospect Courses	Good courses, but cost limits number of attendees. Trying to acquire training locally saves $.	
Other Gov't Courses	Good training, but local availability is a problem.	
Non-Gov't Courses	PM in the past has had many employees take advantage of this opportunity. Currently PM has 5 individuals taking College courses on their own time.	
Developmental Assignment	Frequency and duration of vacancies has resulted in approximately ten developmental assignments per year.	
On The Job Training	On the job training is effective and inexpensive. Need to address in IDP's	

Planning, Programs And Project Management

Division Training Events Schedule

EVENT	DATES
Project Managers Meetings	Weekly
Branch Chief Meetings	Bi-Weekly
Division Town Halls	Quarterly
Project Specific Technical Courses	As Needed

Rock Island District

Planning, Programs And Project Management

Division FY01Training Budget Constrained

Category	Labor	Tuition	Travel	TOTAL
Training Events	$72,881	$30,896	$23,556	$127,333
PROSPECT	$26,617	$31,510	$23,450	$ 81,577
TOTAL	$99,498	$62,406	$47,006	$208,910

Rock Island District

Tuition -- % of Labor Base Funding 1.5%

Operate and Maintain Facilities Business Process

Mr. Jim Blanchar

Rock Island District

Operations METL Assessment

METL Task	FY99	FY00	FY01
Provide Navigation Services	T	T	T
Provide Recreational Opportunities	T	T	T
Maintain and Operate Flood Control Reservoirs		T	T
Manage and Protect Lands and Waters of the District	P	T	T
Provide Information to the Public	T	T	T

Rock Island District

Operations METL Crosswalk

METL Task	Prospect	Wage Grade Training	OJT	Non-USACE Cou
Provide Navigation Services	S	S	P	S
Provide Recreational Opportunities	S		P	P
Maintain and Operate Flood Control Reservoirs	S	S	P	S

P = Primary means
S = Secondary means

Rock Island District

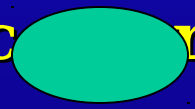
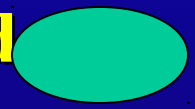
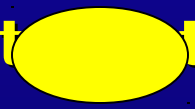
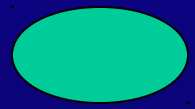
Operations METL Crosswalk

METL Task	Prospect	Wage Grade Training	OJT	Non-USACE Cou
Manage and Protect Lands and Waters of the District	S		P	P
Provide Information to the Public	S		P	P

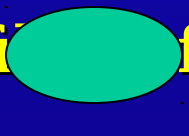
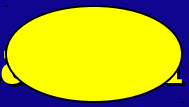
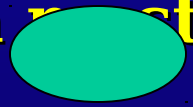
P = Primary means
S = Secondary means

Rock Island District

Operations FY01 Training Plan

COMPONENT	COMMENTS	STATUS
Prospect Courses	Do not offer all nec[illegible]ry classes	
Non-USACE Courses	Carry out many required classes locally	
Professional Certification	Difficult getting int[illegible]t	
Schooling	One full time	

Operations FY01 Training Plan

COMPONENT	COMMENTS	STATUS
Developmental Assignment	Will use to fi[illegible] for Schooling	
Wage Grade Training	Working on implementa[illegible]	
OJT/ Local Training	Main way to train m[illegible]st of field people	

Rock Island District

Operations Training Events Schedule

EVENT	DATES
OMBIL	Ongoing
Lockmasters Meeting	FY01, 2nd Qtr
Rangers Meeting	FY 01, 2nd Qtr
Marine Safety Seminar	FY 01, 2nd Qtr
Safety Meetings	Weekly
Visitors Assistance Training	Annual
National Waterways Conference	FY00, 4th Qtr
PIANC	FY00, 3rd Qtr
TRB	FY00, 3rd Qtr

Operations FY01Training Budget Constrained

Category	Labor	Tuition	Travel	TOTAL
Training Events	$523,286	$60,420	$76,568	$660,274
PROSPECT	$54,445	$49,270	$45,139	$148,854
TOTAL	$577,731	$109,690	$121,707	$809,128

Rock Island District

Tuition -- % of Labor Base Funding 0.4%

Engineering Division

Mr. Joseph Raoul

Rock Island District

ED METL Assessment

METL Task	FY99	FY00	FY01
Provide technical and Managerial expertise for design, review, and operations and maintenance of District projects.	T	T	T
Comply with environmental laws and regulations	T	T	T
Provide water control management	T	T	T

ED METL Assessment

METL Task	FY99	FY00	FY01
Provide survey and geotechnical field investigation	T	P	P
Conduct A/E selection and evaluations	T	P	T
Provide ordnance and explosives project assistance or support	T	T	T

Rock Island District

ED METL Crosswalk

METL Task	PROSPECT	Non-PROSPECT	On the Job Training	Intern Program
Provide technical and managerial expertise for design, review, and operations and maintenance of District projects.	S	S	P	S
Comply with environmental laws and regulations	S	S	P	S

P = Primary means
S = Secondary means

Rock Island District

ED METL Crosswalk

METL Task	PROSPECT	Non-PROSPECT	On the Job Training	Intern Progr
Provide water control management	S	S	P	S
Provide survey and geotechnical field investigations	S	S	P	S
Conduct A/E selection and evaluation process	P	S	P	S

P = Primary means
S = Secondary means

Rock Island District

ED METL Crosswalk

METL Task	PROSPECT	Non-PROSPECT	On the Job Training	Intern Program
Provide ordnance and explosives project assistance or support.	S	S	P	P

P = Primary means
S = Secondary means

Rock Island District

ED FY01 Training Plan

COMPONENT	COMMENTS	STATUS
PROSPECT Courses	Unique courses typically not available in private industry.	
Non-PROSPECT Courses	None available in local area. Attend to integrate common industry standards into design.	
On-the-job Training (OJT)	Main tool to meet internal needs for engineering mission performance.	

Rock Island District

ED FY01 Training Plan

COMPONENT	COMMENTS	STATUS
PROSPECT Courses	Unique courses typically not available in private industry.	
Non-PROSPECT Courses	None available in local area. Attend to integrate common industry standards into design.	
On-the-job Training (OJT)	Main tool to meet internal needs for engineering mission performance.	

Rock Island District

ED FY01 Training Plan

COMPONENT	COMMENTS	STATUS
Intern Rotational Assignments	Subset of OJT. Provides employee with perspective of District Office inter-action.	
Developmental Assignment	Tool to meet [illegible]ica internal needs - used as required.	

ED Training Events Schedule

EVENT	DATES
PROSPECT Courses	As scheduled
Non-PROSPECT Courses	As scheduled
On-the-job Training	As required
Intern Rotational Assignments schedule	Formal
Consideration of Others scheduled	As
Developmental Assignments	As needed
State of the Division Meeting	Yearly

ED FY01Training Budget Constrained

Category	Labor	Tuition	Travel	TOTAL
Training Events	$183,836	$64,944	$40,563	$289,343
PROSPECT	$87,416	$82,095	$56,009	$225,520
TOTAL	$271,252	$147,039	$96,572	$514,863

Rock Island District

Office of Counsel

Mr. Larry Barnett

Counsel
METL Assessment

METL Task	FY99	FY00	FY01
Furnish legal advice to Commander/Staff	P	P	P
Represent District in litigation and disputes	P	P	P
Legal sufficiency reviews	P	P	P
Contractual & non-contractual claims resolution	P	P	P

Counsel METL Crosswalk

METL Task	Prospect	Non-USACE Courses	Professional Certification	Internal Training
Furnish legal advice to Commander/staff	P	P	S	S
Represent District in Litigation & disputes	P	P	S	S
Legal sufficiency reviews	P	P	S	S
Contractual & non-contract resolution	P	P	S	S

Counsel FY01 Training Plan

COMPONENT	COMMENTS	STATUS
Prospect Courses	3 scheduled	
Non-USACE Courses	Readily available	
Professional Certification	Maintained annua	
Internal Training	Mandatory trainin	
School	Under developme	
Developmental Assignment	Under develo nt	

Counsel Training Events Schedule

EVENT	DATES
Government Contracts Year-in -review	FY01, 2nd Qtr
Regulatory III	FY01, 2nd Qtr
EEO Conference	FY01, 2nd Qtr
PCA/Fin.Plan	FY01, 2nd Qtr
Negotiation Skills	FY01, 3rd Qtr
Bid Protests	FY01, 3rd Qtr
Contractor Industrial Relations	FY01, 3rd Qtr
Federal Disputes Resolution	FY01, 4th Qtr
Corps-Wide Legal Services Conference	FY01,4th Qtr
Executive Secretary Course	FY01, 4th Qtr

Counsel FY01Training Budget Constrained

Category	Labor	Tuition	PerDiem	Travel	TOTAL
Training Events	$10,628	$895	$1,880	$2,044	$15,447
PROSPECT	$6,160	$3,440	$1,290	$1,240	$12,130
TOTAL	$16,788	$4,335	$3,170	$3,284	$27,577

Rock Island District

Real Estate Division

Ms. Patricia Dice

Real Estate METL Assessment

METL Task	FY99	FY00	FY01
Plan for and acquire or assure the acquisition of lands, easements, or lesser interests required for projects.	P	P	T
Account for Real Property.	T	T	T
Manage Federal lands.	T	T	T
Dispose of Unneeded Federal real property.	T	T	T

Rock Island District

Real Estate METL Crosswalk

METL Task	Prospect	School	Non-USACE
Plan for and acquire or assure the acquisition of lands, easements, or lesser interests required for projects.	P	S	P
Account for Real Property.	P	S	P
Manage Federal lands.	P	S	P
Dispose of Federal real property.	P	S	P

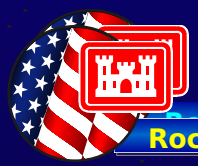
P=Primary means

S=Secondary means

Rock Island District

Real Estate FY01 Training Plan

COMPONENT STATUS	COMMENTS
Prospect Courses	FY01 needs met
Non-USACE Courses	Variety of sources avail.
Professional Certification.	Appraiser license maintained annually.
Schooling	1after-hours, 9 corresp.
Internal Training	Ongoing



Rock Island District

Real Estate Training Events Schedule

EVENT	DATES
Real Property Reconciliation -- Asset Management Process Workshop (In-house)	2nd Qtr
Uniform Act Interagency Coordinating Council Meetings	1st/3rd Qtr
RE Civil Works Planning/RE & Project Management (In-house)	th Qtr
Real Estate Appraisers' Workshop	

Rock Island District

Real Estate FY01 Training Budget - Constrained

Category	Labor	Tuition	PerDiem/Travel	TOTAL
Training Events		$20,911	$ 4,037	$ 4,037 $29,718
PROSPECT	$15,160	$11,940	$13,233	$40,333
TOTAL	$36,071	$15,977	$18,003	$70,051

Rock Island District

Tuition -- % of Labor Base Funding 1.3%

Construction Division

Mr. Joseph Kellett

Rock Island District

Construction Division METL Assessment

METL Task	FY99	FY00	FY01
Construction Contract Administration	T	P	P
Construction Quality Assurance	T	T	T
Technical Services and Activities	T	T	P

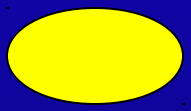
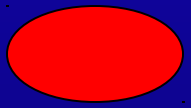
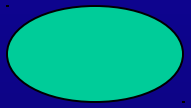
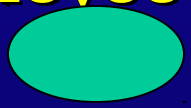
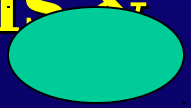
Construction Division METL Crosswalk

METL Task	Prospect	Schooling	Non-USACE Courses	DAU
Construction Cont. Admin.	S		S	P
Construction QA	P		S	
Technical Services and Act.	P		S	S

P = Primary means
S = Secondary means

Rock Island District

Construction Division FY01 Training Plan

COMPONENT	COMMENTS	STATUS
Prospect Courses	QA training	
Non-USACE Courses	DAU for DAWIA	
Schooling	After hours College	
Developmental Assignment	Use for emplovee gr & S&A management	
Internal Training	Mentoring for RMS & CD business processes	

Rock Island District

Construction Division Training Events Schedule

EVENT	DATES
Resident Management System(RMS)	FY01, 1st Qtr
Problem Improvement Workshop	FY01, 2nd Qtr
Modification Processing	FY01, 2nd Qtr

Construction Division FY01Training Budget Constrained

Category	Labor	Tuition	Travel	TOTAL
Training Events	$109,635	$ 19,900	$51,959	$181,494
PROSPECT	$17,408	$ 13,790	$13,023	$ 44,221
TOTAL	$503,661	$148,539	$64,982	$225,715

Rock Island District

Tuition -- % of Labor Base Funding 2.5%

Resource Management Office

Mr. Mike Bunch

Rock Island District

RMO METL Assessment

METL Task	FY99	FY00	FY0
Receive, Distribute, Account for and Control Funds	P		
Develop, Monitor, Analyze and Report on District Operating Budget	P		
Manage Manpower	P		
Conduct Management Analysis Activities	P		
Interface With Human Resources Processes	P		

RMO METL Crosswalk

METL Task	Prospect	Schooling	Non-USACE Courses	On the job
Receive, Distribute, Account for and Control Funds		P	S	P
Develop, Monitor, Analyze and Report on District Operating Budget		P	S	P
Manage Manpower		P		P
Conduct Management Analysis Activities			S	P
Interface with Human Resources Processes		P	S	P

Division FY01 Training Plan

COMPONENT STATUS	COMMENTS
Prospect Courses	CW Orientation, No CEFMS classes
Non-USACE Courses	USDA, Commercial
Professional Certification	CP-11 Program Just Announced
Schooling	One full time - August
Developmental Assignment Studies, 120 Day	One time temp promotions

Rock Island District

Division Training Events Schedule

EVENT	DATES
Appropriations Law	2nd/3rd QTR
Army Management Control Administration	3rd QTR
Civil Works Orientation	2nd/3rd QTR
Civil Work Program Development Seminar	3rd QTR
COE Financial Management	2nd/3rd QTR
Financial Management of Emergencies	2nd QTR
Manpower and Force Management Course	3rd QTR
Travel Credit Card Update Conference	2nd QTR
Defense Travel System	2nd/3rd QTR
St. Ambrose University Masters Degree Program	1 Year

Division FY01Training Budget Constrained

Category	Labor	Tuition	PerDiem	Travel	TOTAL
Training Events	$105,812	$16,249	$6,488	$13,700	$52,949
PROSPECT	$ 19,220	$13,460	$7,355	$ 9,700	$49,735
TOTAL	$125,032	$29,709	$13,843	$23,400	$191,984

Rock Island District

Respond To Emergencies Business Process

Mr. Terry Stieger

Rock Island District

EM METL Assessment

METL Task	FY99	FY00	FY01	
Assess Event		T	T	T
Determine Response		T	T	P
Activate Response		T	T	P
Provide Response Assistance		T	T	T
Provide Recovery Assistance		T	T	T
Provide Preparedness		T	T	T
Manage EM Business Activities		T	T	T

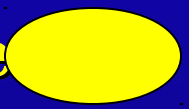
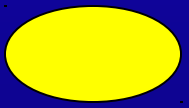
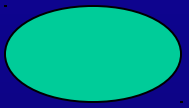
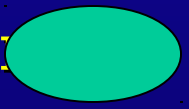
EM METL Crosswalk

METL Task	Prospect	Schooling	Non-USACE Courses	Internal Training
Assess Event	P	S	S	P
Determine Response	P	S	S	P
Activate Response	S	P	S	P
Provide Response Assist	S	S	S	P
Provide Recovery Assist	S	S	S	P
Provide Preparedness	P	S	S	P
EM Business Activities	P	P	S	S

P = Primary means
S = Secondary means

Rock Island District

EM FY01 Training Plan

COMPONENT	COMMENTS	STATUS
Prospect Courses	Under Developme	
Non-USACE Courses	Readily Available	
Schooling	One full time	
Internal Training	Mandatory Traini EM Response Business	

EM Training Events Schedule

EVENT	DATES
EOC Levee Exercise	FY01, 1st Qtr
EM Spring Training Exercise	FY01, 2nd Qtr
SAEDA	FY01, 2nd Qtr
PRT Training	FY01, 3rd Qtr
ENGLink Training	FY01, 3rd Qtr
EM Financial Training	FY01, 3rd Qtr
Security Clearance Updates	FY01, 3rd Qtr
Antiterrorism/Force Protection Awareness	FY01, 4th Qtr
Civil Emergency Management Training	FY01, 4th Qtr

EM FY01Training Budget Constrained

Category	Labor	Tuition	Travel	TOTAL
Training Events	$210,316	$36,244	$12,171	$258,731
PROSPECT	$0	$0	$0	$0
TOTAL	$210,316	$36,244	$12,171	$258,731

Tuition -- % of Labor Base Funding 6.0%

Rock Island District

Regulatory Branch

Mr. Steve Vander Horn

Rock Island District

Regulatory Branch METL Assessment

METL Task	FY99	FY00	FY01
Process Regulatory Actions	T	T	T
Enforce Approved Permits and Violations	T	T	T

Rock Island District

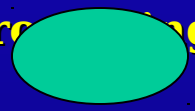
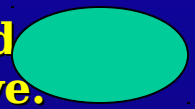
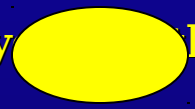
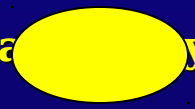
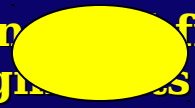
Regulatory Branch METL Crosswalk

METL Task	Prospect Courses	Internal Training	Non-Gov't Courses	Other Gov't Courses	Developmental Assignments
Process Regulatory Actions		P	P	S	S	S
Enforce Approved Permits And Violations	P	P	S	S	S

P = Primary means
S = Secondary

Rock Island District

Regulatory Branch
FY01 Training Plan

COMPONENT	COMMENTS	STATUS
Prospect Courses	Good courses related to pr[illegible]g Regulatory actions. Cost limits number of attendees.	
Internal Training	On the job discussions and training prove to be a very effective.	
Non-Government Courses	Regulatory Branch employ[illegible]he past have taken advantage of this option. Currently one employee is taking graduate level classes on her own time. Local College's tuition is high.	
Other Government Courses	Good training but local ava[illegible]y can be a problem.	
Developmental Assignment	Regulatory Branch has ben[illegible]from this in FY00. Developmental Assign[illegible]s are subject to available funds in a limited Regulatory budget.	

Regulatory Branch Training Events Schedule

EVENT	DATES
Team Meetings	Bi-Monthly
Special Topic Team Meetings	As Needed
Branch Plant Identification Field Exercise	June 2001
Branch Mitigation Success Field Exercise	July 2001
Branch Hydric Soils Field Exercise	August 2001

Regulatory Branch FY01Training Budget Constrained

Category	Labor	Tuition	Travel	TOTAL
Training Events	$25,799	$ 7,092	$ 5,375	$38,266
PROSPECT	$ 7,895	$ 4,770	$ 8,000	$20,665
TOTAL	$33,694	$11,862	$13,375	$58,931

Rock Island District

Contracting Division

MAJ Doug Cooper

Rock Island District

Contracting Division METL Assessment

METL Task	FY99	FY00	FY0
Perform Contracting (Pre-Award)		P	P
Perform Contracting (Post-Award)	P	T	T
Satisfy Customers		T	T
Respond to Emergencies	T	P	P
Utilize Standard Procurement System			P
VISA Program Administration	P	P	P
Team Building	P	T	

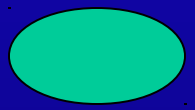
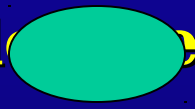
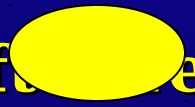
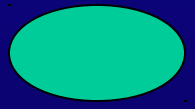
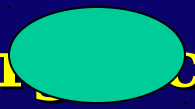
Contracting Division METL Crosswalk

METL Task	Prospect	DAU	Internal	Schooling	Non-USAC
Perform Contracting (Pre-Award)			P	P	S
Perform Contracting (Post-Award)		P	P	S	
Satisfy Customers		S	S	P	
Respond to Emergencies		S	P	P	
Utilize SPS				P	
VISA Program Administration				P	
Team Building	P		P	S	P

P = Primary means
S = Secondary means

Rock Island District

Contracting Division FY01 Training Plan

COMPONENT	COMMENTS	STATUS
Defense Acquisition University (DAU)	Available First Priority	
Prospect Courses	Professional Development Corp Specific Training	
Non-USACE Courses	Limited Usage, SPS, Software	
Schooling	2 After Duty Hours	
Internal Training	SPS Updates, Emergency	

Contracting Division Training Events Schedule

EVENT FY01	DATES
VISA Procedures	1st QTR
Emergency Contracting	2nd Qtr
SPS Training	3rd QTR
Best Value Solicitation	4th Qtr

Contracting Division FY01Training Budget Constrained

Category	Labor	Tuition	PerDiem	Travel	TOTAL
Training Events	$58,007	$80	$880	$7,206	$66,173
PROSPECT	$8,293	$4,505	$2,821	$3,066	$18,685
TOTAL	$66,300	$4,585	$3,701	$10,272	$84,585

Executive Office

Mr. Larry Jones

Executive Office METL Assessment

METL Task	FY99	FY00	FY0
Formulate Pol, Procedures, Memos/Regs	T	T	
Assign/Approve Official Correspondence	T	T	
Assign/Approve Staff Actions	P	P	P
Manage By District Management Model	P	P	
Provide Commo with External Agencies	T	T	
Provide Liaison with Personnel System	T	T	
Plan/Execute Small Business Program	T	T	

Executive Office METL Crosswalk

METL Task	Prospect	Internal	Other Gov't Course		
Formulate Policies, Memorandum and Regulations		**S**	**P**	**S**	
Assign/Approve Official Correspondence			**S**	**P**	
Assign/Approve Staff Actions		**S**	**P**	**S**	
Manage By District's Management Model		**S**	**S**	**P**	

P = Primary means
S = Secondary means

Rock Island District

Executive Office METL Crosswalk (CON'T)

METL Task	Prospect	Internal	Other Gov't Courses	
Provide Communication with External Agencies		**S**	**S**	**P**
Provide Liaison with Personnel System			**S**	**P**
Plan/Execute Small Business Program				**P**

P = Primary means
S = Secondary means

Executive Office FY01 Training Plan

COMPONENT	COMMENTS	STATUS
Prospect Courses	Professional Development Corps Specific Training	
Non-USACE Courses	Limited Usage, SPS, Software Partnering, Customer Focus	
Internal Training	Rely on Previous Training, OJT, Past Performance	

Rock Island District

Executive Office Training Events Schedule

EVENT	DATES FY01
M/V Mississippi Low Water Trip	Aug 2001
Strategic Planning Workshop	Jan 2002
Federal Exec Institute	Nov 2000
Delegation of Classification	Sept 2001
Business Process Improvement	June 2002
RMB/BOD	Various
Commander's Course	Oct 2000

Executive Office FY01Training Budget Constrained

Category	Labor	Tuition	PerDiem/Travel	TOTAL
Training Events	$45,300	$75,790	$1,250	$122,340
PROSPECT	$ 4,816	$ 4,550	$3,650	$ 13,016
TOTAL	$50,116	$80,340	$4,900	$135,356

Thank you are there any Questions?

Rock Island District

COL William Bayles